



# 1st Quarter Salary Guide 2020 Hong Kong

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## Gemini Personnel Leading Recruitment Across Asia

From its origins in Hong Kong Gemini has grown to a regional operation with a full service offering that includes permanent and temporary staffing solutions, executive search and selection, outplacement and career transition coaching and leadership development training. This allows Gemini to support clients across every element of their business in Asia.



## About Gemini Personnel

Gemini is a leading Recruitment and Executive Search firm in Asia covering temporary, permanent and executive recruitment, Human Resources consulting and related services. Gemini was established in Hong Kong in 1983 and today has offices in Hong Kong, China, Singapore, Thailand and Vietnam. Gemini consultants are industry experts and able to support their clients in finding the right talent on each level in the organisation.

Gemini Personnel is the flagship company of the group and has grown to become one of Hong Kong's largest recruitment companies with offices in the Central business district and Kowloon. Industry sectors that are supported include, but are not limited to, Manufacturing, Supply-Chain, Logistics, Retail, FMCG, Real Estate & Construction, Hospitality, Telecom, IT, Pharmaceutical and Banking & Finance.

Gemini provides clients with HR solutions in relation to the full employee life cycle, from attraction to retention, and from development to outplacement. We are able to give advice and assistance to clients on numerous aspects of human resources including payroll and outsourcing services, visa processing, Career Transition and Outplacement services, (psychometric) assessments, and employee training. Gemini produces regular salary surveys in Hong Kong, China, Thailand and Singapore which are available on the website.

Gemini Interim Management Solutions provides executive Interim Management services for organizations that need executives on a short or long term basis to strengthen their executive team, lead a project or programme, provide an injection of skills that are lacking, or to simply transform their business. From CEOs and Managing Directors through to an array of senior management functions – our extensive talent network includes the top interim managers and executives working in Asia today.

Gemini is a member of NPAWorldwide, linking over 450 recruitment firms worldwide with a strong presence in Asia, USA, Canada, Australia and Europe. Gemini is also a member of Career Star Group, a global network providing Outplacement and Career Transition services with over 800 offices in 75 countries. With becoming a partner of IXPA, a global network of Interim Management providers, Gemini is able to provide Interim Management solutions to clients globally.

# Gemini's Salary Guide

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Monthly salary is based on a 12-month per year payment and is intended as a guide only. The salary guide is based on actual starting salaries of recent placements made by Gemini and analysis of Gemini's database of vacancies received from clients. Gemini consultants are always available to advise on categories not shown in this guide.

Salary surveys are also available for Singapore, China, and Thailand. If you are interested in our services, please submit your enquiry via our website [www.gemini-global.com](http://www.gemini-global.com) or email: [gemhq@gemini.com.hk](mailto:gemhq@gemini.com.hk)



## Administration

| <i>Position</i>               | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|-------------------------------|-------------------------------|--------------------------------------|
| Driver                        | 5-10                          | 17-22                                |
| Receptionist                  | 2+                            | 12-20                                |
| Secretary                     | 3+                            | 15-18+                               |
| Executive Secretary / PA / EA | 8+                            | 25-40+                               |
| Administration Assistant      | 0-2                           | 10-15                                |
| Administration Officer        | 3-5                           | 15-23                                |
| Office Manager                | 5-10                          | 25-40                                |

## Human Resources

| <i>Position</i>  | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|------------------|-------------------------------|--------------------------------------|
| HR Assistant     | 2-4                           | 14-18                                |
| HR Officer       | 4-6                           | 18-25                                |
| HR Manager       | 8-10+                         | 30-70                                |
| HR Director      | 15                            | 70-100+                              |
| Training Manager | 10-12                         | 50-70                                |

## Commercial Accounting

| <i>Position</i>       | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|-----------------------|-------------------------------|--------------------------------------|
| Accounts Clerk        | 1-2                           | 11-16                                |
| Assistant Accountant  | 2-3                           | 18-24                                |
| Accountant            | 3-5                           | 25-35                                |
| Finance Manager       | 8-10+                         | 40-60                                |
| Financial Controller  | 10-12+                        | 60-90                                |
| Finance Director      | 12-15+                        | 80-120+                              |
| Chief Finance Officer | 15+                           | 100-160+                             |

## Insurance

| <i>Position</i>              | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|------------------------------|-------------------------------|--------------------------------------|
| Claims Officer               | 0-3                           | 14-18                                |
| Claims Manager               | 5-10                          | 18-25                                |
| Underwriter                  | 0-5                           | 15-35                                |
|                              | 6-8                           | 35-65                                |
|                              | 8-12+                         | 65-100                               |
| Actuarial Manager            | 0-5                           | 45-65                                |
|                              | 6-8                           | 50-70                                |
|                              | 8-12+                         | 80-120                               |
| Business Development Manager | 3-5                           | 35-45+                               |

## Risk Management

| <i>Position</i>  | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|------------------|-------------------------------|--------------------------------------|
| Credit Risk      | 1-4                           | 18-48                                |
|                  | 5-8                           | 48-75                                |
|                  | 8+                            | 75-120                               |
| Market Risk      | 1-4                           | 40-60                                |
|                  | 5-8                           | 60-100                               |
|                  | 6-8+                          | 100-167                              |
| Operational Risk | 1-4                           | 28-48                                |
|                  | 5-8                           | 48-65                                |
|                  | 8+                            | 65-120                               |

## Investment Banking

| <i>Position</i>        | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HKD</i> |
|------------------------|-------------------------------|-------------------------------|
| Analyst/Senior Analyst | 1-6                           | 25-70                         |
| VP                     | 3-5                           | 80-120                        |
| Director               | 6-9                           | 120-200                       |
| Managing Director      | 10+                           | 200+                          |

## Private Equity

| <i>Position</i>        | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|------------------------|-------------------------------|--------------------------------------|
| Analyst/Senior Analyst | 1-6                           | 25-70                                |
| VP                     | 3-5                           | 80-120                               |
| Director               | 6-9                           | 120-200                              |
| Managing Director      | 10+                           | 200+                                 |



# Asset Management

| <i>Position</i>           | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|---------------------------|-------------------------------|--------------------------------------|
| Research Analyst          | 1-3                           | 20-40                                |
| Senior Research Analyst   | 4-6                           | 40-60                                |
| Institutional Sales       | 1-4                           | 30-60                                |
|                           | 5-9+                          | 50-80                                |
| Fund/Portfolio Management | 4-6                           | 50-80                                |
|                           | 7-10+                         | 70-120                               |

# Governance

| <i>Position</i>   | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|---|-------------------------------|--------------------------------------|
| KYC(due diligence)/ client on-boarding –<br>International banks | 1-4                           | 25-45                                |
|   | 5-8                           | 45-75                                |
|   | 8+                            | 75-100                               |
| Compliance-AML/Surveillance                                     | 1-4                           | 25-50                                |
|   | 5-8                           | 50-120                               |
|   | 8+                            | 120-140                              |
| Compliance–Control Room   | 1-4                           | 30-45                                |
|   | 5-8                           | 80-110                               |
|   | 8+                            | 110-140                              |
| Compliance–Investment banking                                   | 1-4                           | 50-80                                |
|   | 5-8                           | 75-115                               |
|   | 8+                            | 115-130                              |



## Legal

| <i>Position</i>             | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|-----------------------------|-------------------------------|--------------------------------------|
| Legal Secretary             | 2-5                           | 20-40                                |
| Company Secretary           | 3-5                           | 35-40                                |
| Company Secretarial Manager | 8+                            | 45-70                                |
| Paralegal                   | 1-3                           | 20-45                                |

## Sales and Marketing

| <i>Position</i>     | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|---------------------|-------------------------------|--------------------------------------|
| Marketing Executive | 1-4                           | 25-45                                |
| Marketing Manager   | 5-8                           | 45-75                                |
| Marketing Director  | 8+                            | 75-100                               |
| Account Executive   | 1-4                           | 25-50                                |
| Account Manager     | 5-8                           | 50-120                               |
| Account Director    | 8+                            | 120-140                              |
| Sales Executive     | 1-4                           | 30-45                                |
| Sales Manager       | 5-8                           | 80-110                               |
| Sales Director      | 8+                            | 110-140                              |



## FMCG / Retail

| <i>Position</i>                     | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|-------------------------------------|-------------------------------|--------------------------------------|
| Retail Operation Executive          | 1-3                           | 18-25                                |
| Assistant Retail Operations Manager | 5-8                           | 25-35                                |
| Retail Operations Manager           | 8-13                          | 30-50                                |
| Buyer                               | 2-5                           | 15-25                                |
| Assistant Buyer Manager             | 5-8                           | 25-40+                               |
| Buyer Manager                       | 8-10                          | 40+                                  |
| Assistant Brand Manager             | 3-5                           | 25-35                                |
| Brand Manager                       | 5+                            | 40+                                  |
| Product Manager                     | 5-8                           | 30-50                                |
| Marketing Manager                   | 8-10                          | 30-50                                |
| Marketing Director                  | 10-15                         | 70-120                               |
| Key Account Manager                 | 5-8                           | 30-50                                |
| Sales Director                      | 10-15+                        | 70-100+                              |

## Merchandising

| <i>Position</i>        | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|------------------------|-------------------------------|--------------------------------------|
| Assistant Merchandiser | 1-3                           | 14-17                                |
| Merchandiser           | 3-8                           | 17-25                                |
| Senior Merchandiser    | 8+                            | 25-35                                |
| Merchandising Manager  | 10+                           | 40+                                  |
| Merchandising Director | 10-15+                        | 60-100+                              |

## Pharmaceutical

| <i>Position</i>             | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|-----------------------------|-------------------------------|--------------------------------------|
| Clinical Research Assistant | 1-2                           | 13-18                                |
| Clinical Research Manager   | 5+                            | 42-53                                |
| Product Manager             | 3-5                           | 35-50                                |
| Area Sales Manager          | 5-8                           | 40-55                                |
| Regional Sales Manager      | 8-10                          | 50-80                                |
| Product Specialist          | 2-3                           | 22-30                                |
| Senior Product Specialist   | 3+                            | 28-35                                |
| Medical Sales Executive     | 2-4                           | 15-20                                |

## Engineering and Manufacturing

| <i>Position</i>                                 | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|---|-------------------------------|--------------------------------------|
| Technician/Assistant Engineer                   | 1-2                           | 15-20                                |
| Sales Engineer                                  | 2-4                           | 15-25                                |
| Engineer  | 2-5                           | 15-25                                |
| Senior Engineer                                 | 5-7                           | 25-30                                |
| Engineering Manager                             | 8-10                          | 35-50                                |
| Senior Engineering Manager/Engineering Director | 10+                           | 50-80+                               |
| Factory Plant Manager                           | 8+                            | 40-80+                               |
| General Manager                                 | 10+                           | 70-100+                              |

# IT

| <i>Position</i>                | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|--------------------------------|-------------------------------|--------------------------------------|
| Programmer                     | 0-2                           | 15-25                                |
| Web Programmer                 | 1-5                           | 15-28                                |
| Analyst Programmer             | 2-5                           | 20-40                                |
| Help Desk Support              | 1-3                           | 13-35                                |
| System Support                 | 1-3                           | 13-30                                |
| Network Support                | 1-3                           | 15-30                                |
| System Administrator           | 1-3                           | 15-35                                |
| System Analyst                 | 5-7                           | 28-55                                |
| System/Network Support Manager | 6-10                          | 35-70                                |
| System Engineer                | 1-8                           | 20-45                                |
| Network & Security Engineer    | 1-10                          | 20-60                                |
| Business Analyst               | 5-10                          | 25-65                                |
| Project Manager                | 5-10                          | 25-60                                |
| IT Manager                     | 8-12                          | 40-80                                |
| IT Director                    | 12-15+                        | 80-120+                              |

## Logistics

| <i>Position</i>                            | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|--|-------------------------------|--------------------------------------|
| Shipping Clerk                             | 1-2                           | 12-15                                |
| Shipping Manager                           | 8-10                          | 25-35                                |
| Sales Coordinator / Administrator          | 3-5                           | 15-22                                |
| Customer Services Representative / Officer | 3-5                           | 15-22                                |
| Warehouse Supervisor                       | 5-8                           | 15-25                                |
| Warehouse and Distribution Manager         | 10+                           | 35-40                                |
| Inventory Controller                       | 2-5                           | 18-25                                |
| Inventory Supervisor                       | 2-5                           | 20-30                                |
| Operations Manager                         | 5-8                           | 25-45                                |
| General Manager                            | 10-15                         | 60-100                               |

## Procurement and Supply Chain

| <i>Position</i>       | <i>Experience<br/>(Years)</i> | <i>Monthly Salary<br/>HK\$('000)</i> |
|-----------------------|-------------------------------|--------------------------------------|
| Supply Chain Officer  | 3-5                           | 18-25                                |
| Supply Chain Manager  | 8-10                          | 45-65                                |
| Supply Chain Director | 10+                           | 65-90                                |
| Procurement Manager   | 6-10                          | 45-65                                |
| Procurement Director  | 10-15                         | 95-95                                |

# Contact Us

## Hong Kong

Gemini Personnel Limited  
Permanent ☎ (852) 3552 9129  
Executive ☎ (852) 3552 9139  
Temporary ☎ (852) 3552 9159

✉ gemhq@gemini.com.hk

## Central

15th Floor  
On Hing Building  
1 On Hing Terrace  
Central  
Hong Kong  
☎ (852) 3552 9100

## Kowloon

909, 9th Floor  
Silvercord Tower 2  
30 Canton Road  
Tsim Sha Tsui  
Hong Kong  
☎ (852) 2736 1161

## China

JM Gemini Limited  
✉ enquiries@jmgemini.com

### Shanghai

Suite 13G  
Shanghai Industrial  
Investment Building  
18 Cao Xi Bei Road  
Shanghai 200030  
China  
☎ (86) 21 6428 2460  
☎ (86) 21 6468 6478

### Beijing

Room 405, Block A Grand  
Pacific Building  
No.8A,Guanghua Road  
Chaoyang District  
Beijing 100026  
China  
☎ (86) 10 6567 0678  
☎ (86) 10 6567 0623

### Guangzhou

07, 18/F YiAn Plaza  
33 Jianshe Liu Road  
Dongshan District  
Guangzhou  
Guangdong 510060  
China  
☎ (86) 20 8363 3642  
☎ (86) 20 8363 4344

### Shenzhen

Room 3380  
Tower A Stars Plaza-  
No.38, Hua Qiang Bei Rd  
Futian District  
Shenzhen 518048  
China  
☎ (86) 755 2390 5076  
☎ (86) 755 2390 5076

## Singapore

Gemini Personnel Pte. Ltd.  
✉ gemhq@gemini.sg

137 Market Street  
#04-01 Singapore 048943  
☎ (65) 6238 7069  
☎ (65) 6557 0617

## Thailand

Gemini Personnel Recruitment Co., Ltd.  
✉ info@geminis.co.th

Unit 6A05 6th Floor  
Harbor Mall Laem Chabang  
4/222 Moo 10 Sukhumvit Rd  
Sriracha District  
Chon buri 20230 Thailand  
☎ (66) 033 146951

## Vietnam

Gemini Vietnam Co., Ltd.  
✉ gemhq@gemini.com.hk

Level 56  
Bitexco Financial Tower,  
2 Hai Trieu Street,  
District 1, Ho Chi Minh City  
☎ (852) 3552 9100

[www.gemini-global.com](http://www.gemini-global.com)



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